



MIAMI COUNTY RECYCLING DISTRICT

**MIAMI COUNTY RECYCLING DISTRICT BOARD MEETING  
TUESDAY JANUARY 16, 2018 AT 1:00 P.M.  
MIAMI COUNTY RECYCLING DISTRICT CONFERENCE ROOM  
2651 W LOGANSPOUR RD, PERU, IN**

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**MINUTES**

The Miami County Recycling District held a meeting of the Board of Directors on Tuesday, January 16, 2018 at 1:00 P.M. in the Miami County Recycling District Conference Room located at 2651 W Logansport Rd, Peru, Indiana.

**Attending:**

Board Members: Larry West–Chairman–County Commissioner, Don Morris–Vice Chairman–Town of Converse, David Sailors–County Council, Alan Hunt– County Commissioner, Tom Gustin–City Council, Joshua Francis –County Commissioner Gabriel Greer–Mayor of Peru.

**Absent:** None.

**Staff Attending:** Samantha St. John–Director.

**Absent:** Bill Berkshire–Legal Counsel, Carla Weaver–Assistant Director and Recording Secretary (*Running the normal check-in processes for citizens*).

**Others:** Jon Faust–CAC member, Mike Rorvik–Contractor for the District.

**Call to Order:** Chairman Larry West called the meeting to order at 1:04 P.M.

**Approval of Minutes:**

- Board members reviewed the meeting minutes from the December 18, 2017 Board of Directors meeting. *Mr. Gustin motioned to approve meeting minutes; Mr. Hunt seconded. Motion carried (7-0).*

**Approval of Financial Report and Claims:**

- Board members reviewed the financial statement and claims. *Mr. Gustin motioned to approve the financial report and claims; Mr. Francis seconded. Motion carried (7-0).*

### **Election of Officers:**

- Board Chairman–*Mr. Hunt motioned to nominate Mr. West as Board Chairman; Mr. Gustin seconded. Motion carried (7-0).*
- Board Vice Chairman–*Mr. Gustin motioned to nominate Mr. Morris as Board Vice Chairman; Mr. Sailors seconded. Motion carried (7-0).*
- Board of Finance Chairman–Mrs. St. John questioned if the Board of Finance Chairman should be working with her for things like budget preparation and financial reports. Mr. West replied he thought that would be a good idea. *Mr. Francis nominated Mr. Sailors as Board of Finance Chairman; Mr. Hunt seconded. Motion carried (7-0).*
- Board of Finance Vice Chairman–*Mr. Hunt nominated Mr. Francis as Board of Finance Vice chairman; Mr. Morris seconded. Motion carried (7-0).*

### **Professional appointments to the Board:**

- Legal Counsel–Mr. Berkshire emailed a letter stating he would like to continue as legal counsel for the District. *Mr. Gustin motioned to continue using Berkshire Law Firm as the District's legal counsel; Mr. Greer seconded. Motion carried (7-0).*
- Controller/Financial Services–*Mr. Gustin motioned to continue using Comerford & Company for District financial service, and to name Tim Comerford Controller to the District; Mr. Hunt seconded. Motion carried (7-0).*

### **Set Salary and Board Stipend Amounts:**

- Per 2018 approved budget: Salary for the Director– \$35,555.00. Salary for the Assistant Director– \$28,903.00. Part Time help– \$17,500.00. Mrs. St. John noted to the board that this is the same amount as salaries in 2017, and employees did not receive a raise. Board stipends are set at Chairman–\$40.00 per meeting, board members–\$35.00 per meeting. *Mr. Gustin motioned to approve salaries and stipends as named; Mr. Sailors seconded. Motion carried (7-0).*

### **Director's Report:**

- Mrs. St. John reviewed the 2017 collections and outstanding balances. There are 607 open invoices for 2017 with an unpaid balance of \$31,802.83. In 2016, there were 334 open invoices that were turned over to Mr. Berkshire for collection. Mrs. St. John stated the district could send out a FOURTH notice to the unpaid accounts. There is also a collection agency for government entities that the District could look into. Mrs. St. John spoke to the company several years ago. She will contact them again and see what kind of terms and procedures they use.

Mr. Sailors asked about putting this assessment on the tax bills for collection. Mrs. St. John wants to contact Mary in the Auditor Office to discuss this again. Mrs. St. John would like to see what the process is for settlements and disbursements, and where the Auditor's concerns were in adding it.

**Lawyer's Report:**

- There was nothing to report.

**Old Business:**

- There was no old business.

**New Business:**

- Mr. Francis said he received an email from an individual asking if radio ads were worth the dollars spent on them, and why the drop off sites were not listed. Mrs. St. John said she received the same email. Mrs. St. John said she thinks the radio ads are well worth the money. It is a form of public education, and one of the different ways to reach the public. Mrs. St. John can record three different commercials covering the drop off sites in the north, south, and Peru City locations. Mr. West asked if there is a way to evaluate different types of advertising and the effectiveness. There is no hard and fast way to do this. Public advertising is covered in nearly every conference held.
- Illegal dumps were questioned. The commissioners will keep track of how many calls they receive and report back at the next meeting.

**Public Comments:** None.

**Next Board Meeting:**

- **BOARD OF DIRECTORS– FEBRUARY 20, 2018 at 1:00 P.M. MIAMI COUNTY SOLID WASTE DISTRICT CONFERENCE ROOM, 2651 WEST LOGANSPORT ROAD, PERU, IN 46970**

**Adjournment:** *Adjournment was unanimous.*

Samantha St. John, Director

Larry West, Board Chairman